



## **AGENDA**

### **Committee on Ways and Means**

**Friday, August 2, 2013 @ 1:00 p.m.**

**10<sup>th</sup> Floor Conference Room, City Hall**

Councilmember A'Lynne Robinson, Chair

Councilmember Carol Wood, Vice Chair

Councilmember Kathie Dunbar, Member

**1. Call to Order**

**2. Roll Call**

**3. Approval of Minutes**

- June 14, 2013

**4. Public Comment on Agenda Items**

**5. Discussion/Action:**

- A. Resolution— Budget Transfer and Grant Acceptance —Federal Emergency Management Assistance to Fire Fighters Grant (AFG)— Period Beginning June 7, 2013 and Ending June 6, 2014
- B. Resolution— Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2010 Distribution
- C. Resolution— Resolution— Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2011 Distribution
- D. Resolution – MDOT Transportation Enhancement and Local Transportation Alternatives Program Grant.
- E. Resolution - Act 99 Financing Authorization; Funding for Recycling Carts

**6. Other**

**7. Adjourn**

**8. Pending**





**MINUTES**  
**Committee on Ways and Means**  
**Friday, August 2, 2013 @ 1:00 p.m.**  
**10<sup>th</sup> Floor Conference Room, City Hall**

**CALL TO ORDER**

The meeting was called to order at 1:00 p.m.

**ROLL CALL**

Councilmember A'Lynne Boles Robinson, Chair  
Councilmember Carol Wood, Vice Chair  
Councilmember Kathie Dunbar, Member – Arrive 1:05 p.m.

**OTHERS PRESENT**

Sherrie Boak, Council Staff  
Scott House, Public Services Department  
Michael, Hamel, Emergency Management  
Andy Kilpatrick, Transportation Department  
Don Kulhanek, Attorney Office  
Antonia Kraus, Treasurer

**APPROVAL OF MINUTES**

**COUNCILMEMBER WOOD MADE A MOTION TO APPROVE THE MINUTES OF  
JUNE 14, 2013. MOTION CARRIED. 2-0**

**PUBLIC COMMENT ON AGENDA ITEMS**

No Comments

## **DISCUSSION/ACTION**

### **Resolution— Budget Transfer and Grant Acceptance —Federal Emergency Management Assistance to Fire Fighters Grant (AFG)— Period Beginning June 7, 2013 and Ending June 6, 2014**

Mr. Hamel informed the Committee that the grant was an annual grant with a percentage of funds from 2012/2013 FY and a percentage from 2013/2014.

Councilmember Robinson requested staff to research the split and the carry forward dates.

Mr. Hamel stated the equipment portion in the grant request was for replacements of outdated items to be used in the six (6) stations. Currently there is no budget line item until the grant is approved at Committee.

Confirmed after the meeting by Angela Bennett (Finance)

*The budget form reviewed in W&M indicated the source of the match being carryforward millage dollars. Rather than using that as the source of the match, I'd prefer that the match instead come from the GF grant match allocation (\$150k for FY14). We set aside \$150k in FY14 for various grant matches, \$58k of which can be used for this grant.*

**MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION FOR BUDGET TRANSFER AND GRANT ACCEPTANCE OF FEDERAL EMERGENCY MANAGEMENT ASSISTANCE TO FIRE FIGHTERS GRANT (AFG) IN THE AMOUNT OF \$292,791.00 WITH A CITY MATCH OF 20% (\$58,588.00) PERIOD BEGINNING JUNE 7, 2013 AND ENDING JUNE 6, 2013. MOTION CARRIED (3-0)**

### **Resolution— Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2010 Distribution**

Mr. Hamel stated the EMPG grant portion covers the Emergency Management salary, and is always paid after the time frame it covers. It was confirmed the funds were federal funds, distributed to the State, in turn then distributed to the local governments.

**MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION FOR BUDGET TRANSFER AND GRANT ACCEPTANCE OF EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) SUPPLEMENTAL 2010 DISTRIBUTION IN THE AMOUNT OF \$5,664.00 WITH NO CITY MATCH. MOTION CARRIED. (3 -0)**

### **Resolution— Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2011 Distribution**

Mr. Hamel updated the Committee with the information on the distribution process, allowing above and beyond funds already distributed to the local entities. The amount for the Supplemental 2012 Distribution would be made available in fall 2013, which usually runs roughly 31%.

Committee requested further information on where the rest of the percentage is covered, and other amounts in the 2 year cycle.

Ms. Kraus confirmed the funds are reduced in the General Fund line item, and put back into the Personnel line item.

**MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION FOR BUDGET TRANSFER AND GRANT ACCEPTANCE OF EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) SUPPLEMENTAL 2011 DISTRIBUTION IN THE AMOUNT OF \$17,278.00 WITH NO CITY MATCH. MOTION CARRIED. (3-0)**

**Resolution – MDOT Transportation Enhancement and Local Transportation Alternatives Program Grant.**

Mr. Kilpatrick updated the Committee on the grant and funding, stating that the TE Grants will no longer be in effect in the future, and all submissions to the Committee will be under TAP Grants. Mr. Kilpatrick outlined the proposed pathway, presenting photos of the plan between Pennsylvania and Waverly that will be in the identified grant area. Three public meetings were held between the time from February 2013 to June 2013, and a final meeting planned for September, 2013.

Councilmember Wood requested details on the maintenance of the pathway. Mr. Kilpatrick stated the information will be provided, and will be listed in the budget for future maintenance expenses.

Confirmed after the meeting by Mr. Kilpatrick:

*Pathway maintenance for the segment in the grant acceptance (Waverly to Pennsylvania) is estimated at approximately \$1,500 per mile per year, or between \$4k and \$6k per year for the segment.)*

Mr. Kilpatrick confirmed that the proposed pathway will cross MLK, Cedar and Pennsylvania with *Hawk Signals*, similar to what is currently at Mt. Hope.

Councilmember Dunbar asked for copies of the presented information for an article she is writing.

Councilmember Robinson requested Mr. Kilpatrick to attend her *Second Saturday* event on August 10<sup>th</sup> to present and answer questions.

Mr. Kilpatrick concluded by stating the grant will also cover Bike Lane designations on Pleasant Grove with lines, legend and signage. It was clarified that the City will talk to the pastor of the local church that will be affected by the bike lane designations and therefore limiting street parking.

Councilmember Robinson asked legal opinion on requirements for a public hearing at the Committee level for grants.

Mr. Kulhanek stated there are no public hearing requirements for grants, but public meetings, which have been held.

Councilmember Robinson asked Mr. Kulhanek to research the issue and confirm with Council staff that Council is not required to hold public meetings.

Confirmed after the meeting by Mr. Kulhanek:

*There is no requirement that there be a public meeting on the MDOT Grant project referenced at the Ways and Means meeting.*

**MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION FOR THE MDOT TRANSPORTATION ENHANCEMENT AND LOCAL TRANSPORTATION ALTERNATIVES PROGRAM GRANT IN THE AMOUNT OF \$750,586.00 TA GRANT**

**FUNDS, \$372,319.00 TEA GRANT FUNDS WITH \$18.15% CITY MATCH NOT TO EXCEED \$249,00.00. MOTION CARRIED. (3-0)**

**Resolution - Act 99 Financing Authorization; Funding for Recycling Carts**

Mr. House stated the funding will cover 38,000 carts and 5 trucks, adding to the existing 5 trucks.

Councilmember Robinson requested that the applicants submit the Grant Information Request Form in the future for all requests.

Ms. Kraus stated the following financial talking points regarding the project and grant:

- Items Being Financed:
  1. 5 Recycling Trucks = \$1,517,555 total
  2. Recycling Carts (preliminary counts):
    - 96-gallon: 33,600 at \$46.75 = \$1,570,800
    - 65-gallon: 4,000 at \$41.75 = \$167,000
    - Recycling Cart Preliminary Total = \$1,737,800
- Installment purchase contract (Act 99 financing) is a loan, not a bond issuance. We are using Brian Lefler of RW Baird as our financial advisor to obtain competitive bids from reputable banks. We are using Act 99 financing, as opposed to issuing bonds, because of the relatively short useful life for the trucks and carts.
- The resolution currently before Council authorizes Administration (Finance Director) to enter into the financing with the following stipulations:
  - An amount not to exceed \$3.4M. Current estimate is closer to \$3,314,000 but resolution has cushion as cart counts were still in process.
  - The interest rate will not exceed 5%
  - If bank terms do not comport with those stipulations, the loan can't be entered into.
- This financing is included in the FY 2014 Recycling Fund budget. \$525,000 was budgeted for debt service in 597.453685.982000.
- Current (going) interest rates range from 2.00% to 2.50% and the corresponding annual debt service payments would be \$425,025 to \$433,925, respectively
- Detroit's filing for bankruptcy has had little to no effect on interest rates for an Act 99 financing
- Recycling trucks and carts are to be delivered in late August/early September.

Brief discussion on when charges were assessed to the residents for the carts that are undelivered. Council requested updates on the delivery to inform residents of further delays.

**MOTION BY DUNBAR TO APPROVE THE RESOLUTION FOR THE ACT 99 FINANCING AUTHORIZATION FOR FUNDING OF RECYLING CARTS. MOTION CARRIED 3-0.**

**OTHER**

No other items.

**PENDING**

**ADJOURN**

The meeting was adjourned at 1:50 p.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on August 16, 2013.



**MINUTES**  
**Committee on Ways and Means**  
**Friday, June 14, 2013 @ 1:00 p.m.**  
**10<sup>th</sup> Floor Conference Room, City Hall**

**CALL TO ORDER**

The meeting called to order at 1:14 p.m.

**ROLL CALL**

Councilmember A'Lynne Boles Robinson, Chair  
Councilmember Carol Wood, Vice Chair  
Councilmember Kathie Dunbar, Member - absent

**OTHERS PRESENT**

Angie Bennett, Finance Director  
Stephanie Robinson, Purchasing

**APPROVAL OF MINUTES**

**COUNCILMEMBER WOOD MADE A MOTION TO APPROVE THE MINUTES OF MAY 17, 2013. MOTION CARRIED. 2-0**

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**DISCUSSION/ACTION**

**Budget Transfer Acceptance; Project Homelessness Donation**

Ms. Bennett stated that this is the donation that Joan Jackson Johnson had discussed with the Committee before. This was donation promised to the Project Homelessness but did not



come in until now. We are not expecting other donations in before the end of the this fiscal year.

**COUNCILMEMBER WOOD MADE A MOTION FOR THE BUDGET TRANSFER AND THE ACCEPTANCE OF THE DONATION FOR THE PROJECT HOMELESSNESS. MOTION CARRIED, 2-0.**

**Budget Transfer Acceptance; Special Overtime Donations**

Ms. Bennett stated that these are donations that were made over the past two fiscal years as part of the check-off box on the City of Lansing Income Tax Return. There will be one more transfer which will be done during the new fiscal year, but other than that we are all up to date for donations received as of the date that it was submitted last week.

**COUNCILMEMBER WOOD MADE A MOTION FOR THE BUDGET TRANSFER AND ACCEPTANCE OF THE DONATIONS TO THE SPECIAL OVERTIME FUND. MOTION CARRIED, 2-0.**

**Sole Source Purchase; Traffic Safety Control Systems as the vendor for Amano McGann Permit Parking Card Access System**

Ms. Robinson stated that lot one is located where BoarsHead Theater was and the Transportation is installing readers system. We have current have readers in our ramps and it scans badges so that they don't have to pay for new hang tags each year. It is becoming standard in all of our parking locations.

Council Vice President Boles Robinson asked if there is a reason why we are starting with this lot if other lots do not have them.

Ms. Robinson stated that she is unsure of that reason why this flat lot verse another but that going this route is cheaper than purchasing new hang tags each year.

Ms. Bennett stated that the Department needs to attend these meetings as far as having information on the actual purchasing and the intentions of the Department.

Council Vice President Boles Robinson stated that we can go back and ask the Department those types of questions, regarding why this lot would get them and not others.

Council President Wood stated that in the past when we have sole source, the Finance Department had people from the various Departments with them when they brought these items were on the agenda, so if you want us to change a method you should let us know that, but normally the Finance Department notifies the appropriate Department and has them attend the meetings.

Council Vice President Boles Robinson stated that in the future we will make sure staff contacts folks and she would appreciate it if Ms. Bennett would not come to the meetings with an argumentative attitude.

Ms. Robinson was to be added to the agenda email and when sole source purchases were referred to the Committee she stated she would contact the appropriate Department to have them present to the discuss purchase.

**COUNCILMEMBER WOOD MADE A MOTION TO RECEIVE THE SOLE SOURCE PURCHASE; EITCO SOLUTIONS AS THE VENDOR FOR COMPREHENSIVE DATA ANALYSIS. MOTION CARRIED, 2-0.**

**Sole Source Purchase; Dr. David Carter as the vendor for MATS Forms Data Analysis**

Council Vice President Boles Robinson stated the amount appears similar to amount that we have budget for at least the past couple of years.

**COUNCILMEMBER WOOD MADE A MOTION TO RECEIVE AND PLACE ON FILE THE SOLE SOURCE PURCHASE; DR. DAVID CARTER AS THE VENDOR FOR MATS FORMS DATA ANALYSIS. MOTION CARRIED, 2-0.**

**Sole Source Purchase; Eitco Solutions as the vendor for Comprehensive Data Analysis**

Ms. Robinson stated that the City works with MSU and the School of Criminal Justice and that Chief Yankowski suggested using grant funds to do an analysis on the team policing and how it working and to see if there are changes that would make the Police Department more efficient. MSU recommended this vendor because they have worked with other Law Enforcement Agencies and have had success in Michigan and Wisconsin. Chief Yankowski requested that this company do this analysis.

Council President Wood asked if Pitman recommended the 12 hour schedule.

Ms. Robinson indicated she is unsure. She understood the Chief to say they were focused on different things and that is why we chose two different companies because of the skill set they bring for the information the Department is trying to get.

Council President Wood suggested putting this item under pending for further information once the study is done. She also asked how long the study is going to take.

Ms. Robinson stated there was a time frame in their letter she believes, we have a purchase order in the system and I believe it was issued. It could be 4-6 months, if begins May 1.

Council President Wood stated she would be very interested in viewing the report once it is issues.

Council Vice President Boles Robinson asked is there any requirement at all that they come back before they implement anything that's found in this study to Council.

Mr. Kulhanek stated that he does not believe so because it is all administrative.

Council Vice President Boles Robinson asked who initiated the discussion.

Ms. Robinson said she is not aware.

DRAFT MINUTES

**COUNCILMEMBER WOOD MADE A MOTION TO RECEIVE AND PLACE ON FILE THE SOLE SOURCE PURCHASE; EITCO SOLUTION AS THE VENDOR FOR THE COMPREHENSIVE DATA ANALYSIS. MOTION, CARRIED 2-0.**

**RECEIPT OF COMMUNICATIONS**

None

**OTHER**

None

**PENDING**

Information on the Sole Source Purchase; Eitco Solutions as the vendor for Comprehensive Data Analysis for the Lansing Police Department

**ADJOURN**

The meeting was adjourned at 1:30 a.m.

Submitted by,

Lindsay Green, Recording Secretary

Lansing City Council

Approved by the Committee on\_\_\_\_\_.

Appropriate documents attached to original set of minutes.



LANSING CITY COUNCIL  
GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: July 20, 2013

GRANT NAME: 2012 Assitance To Fire Fighters Grant

DEPARTMENT: Fire Department

CONTACT PERSON (INCLUDE EMAIL AND PHONE) Michael R. Hamel michael.hamel@lansingmi.gov (517)483-4186

APPLICATION DATE: July 30, 2012 AWARD DATE: 07-June\_13

FUND AMOUNT: \$292,791.00

CITY MATCH (IF APPLICABLE): 20% 58,558

GRANT CYCLE: 07-June\_13 through 06-June-14 Check One: Annual ☐ One-Time ☒

GRANT PAYS FOR:

GOODS & SERVICES: \$292,791

PERSONNEL

CONSTRUCTION

LAND

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

This grant will purchase required air exhaust system (plymovents) for each of the six fire stations. This system exhausts fumes from the tail pipes of each fire truck/ambulance in each fire station.

This grant will pay for two confined space train the trainers to train fire fighters.

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**OFFICE OF THE MAYOR**

9th Floor, City Hall  
124 W. Michigan Avenue  
Lansing, Michigan 48933-1694  
(517) 483-4141 (voice)  
(517) 483-4479 (TDD)  
(517) 483-6066 (Fax)

Virg Bernero, Mayor

TO: City Council President Carol Wood and Council Members

FROM: Mayor Virg Bernero

DATE: July 26, 2013

RE: Resolution— Budget Transfer and Grant Acceptance —Federal Emergency Management Assistance to Fire Fighters Grant (AFG)— Period Beginning June 7, 2013 and Ending June 6, 2014

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The attached correspondence is forwarded for your review and appropriate action.

VB/rh  
Attachment

To: Virg Bernero, Mayor

From: Angie Bennett, Finance Director

Subject: Resolution— Budget Transfer and Grant Acceptance —Federal Emergency Management Assistance to Fire Fighters Grant (AFG)— Period Beginning June 7, 2013 and Ending June 6, 2014

Date: July 26, 2013

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Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

Attachments

BY THE COMMITTEE ON WAYS AND MEANS  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, The Lansing Fire Department received a Federal Emergency Management, Assistance to Fire Fighters Grant (AFG), and

WHEREAS, The AFG grant is a FEMA grant and is awarded to fire departments as a competitive bid process, and

WHEREAS, The AFG grant is designed to provide federal funds to for the purpose of training and purchasing equipment based on homeland security guidelines; and

WHEREAS, The AFG awards \$292,791 for the duration of Twelve (12) months

WHEREAS, The AFTG award for \$292,791 requires a local match of \$58,558; and

WHEREAS, The AFG grant will support the Lansing Fire Department with funding for operational equipment and training; and

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the AFG grant in the total amount of \$292,791.00 for the grant period beginning June 7, 2013 and ending June 6, 2014 to the Lansing Fire Departments operational needs.

BE IT FINALLY RESOLVED, The Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

## BUDGET TRANSFER

FY2014

Prepared by: TAW  
Transfer #

☐ Administrative      ☒ Appropriations  
☐ Executive      ☐ Change of Intent  
                  ☐ Personnel      ☐ Other Costs      ☒ Equipment  
                  ☐ Capital Projects      ☐ Debt Service      ☐ Operating Transfer

Returned to Department for signature on: 7/24/13

TRANSFER FROM: STATE/FEDERAL PROGRAM  
273 FUND – FIREFIGHTER ASSISTANCE GRANT

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.527001.12157	Federal Funds	\$ 234,233.00	\$ NA	7/24/13
	273.0.696206.12157	Operating Transfer – 206 Fund	\$ 58,558.00	\$ NA	7/24/13
			\$ 0.00		
		Total	\$ 292,791.00		

EXPLANATION: A new Fire Fighter Assistance Grant (80% federal, 20% local match) has been awarded by the US Department of Homeland Security, Federal Emergency Management Agency, to the Lansing Fire Department. Total authorization for the grant project is \$292,791 (\$234,233 federal, \$58,558 local).

TRANSFER TO: STATE/FEDERAL PROGRAM  
273 FUND – FIREFIGHTER ASSISTANCE GRANT

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343520.977000.12157	Equipment	\$ 292,791.00	\$ 0.00	7/24/13

EXPLANATION: As described above. The project period extends from June 7, 2013 to June 6, 2014.

The proposed transfer ☒ has not resulted from or will not result in a material change in scope of services.  
☐ represents a material change in scope of services.

REQUESTED BY: \_\_\_\_\_  
Department Director

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_  
Executive Assistant to Mayor

DATE: \_\_\_\_\_

Approved by Ways & Means \_\_\_\_\_ Approved by Council: \_\_\_\_\_ Resolution # \_\_\_\_\_



## INFORMATION REGARDING GRANT

REFERRAL DATE: July 29, 2013

GRANT NAME: Emergency Management Performance Grant (EMPG) 2010-EP\_00-0002

DEPARTMENT: Lansing Fire Department Office of Emergency Management

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Michael R. Hamel

APPLICATION DATE: Annual

AWARD DATE: March 11, 2013

FUND AMOUNT: \$5,664

CITY MATCH (IF APPLICABLE): 0

GRANT CYCLE: 2010 EMPG Supplilmental Funds

Check One: Annual

☐

One-Time

☒

GRANT PAYS FOR:

GOODS & SERVICES \_\_\_\_\_

PERSONNEL \$5,664

CONSTRUCTION \_\_\_\_\_

LAND \_\_\_\_\_

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

EMPG is an annual grant that pays approximately 31% of the City of Lansing Emergency Management Coordinators salary. This grant is supplemental dollars that the State of Michigan has identified and given to Emergency Managers across the state of Michigan.

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**OFFICE OF THE MAYOR**

9th Floor, City Hall  
124 W. Michigan Avenue  
Lansing, Michigan 48933-1694  
(517) 483-4141 (voice)  
(517) 483-4479 (TDD)  
(517) 483-6066 (Fax)

Virg Bernero, Mayor

TO: City Council President Carol Wood and Council Members

FROM: Mayor Virg Bernero

DATE: July 26, 2013

RE: Resolution— Budget Transfer and Grant Acceptance — Emergency Management  
Performance Grant (EMPG)— Supplemental 2010 Distribution

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The attached correspondence is forwarded for your review and appropriate action.

VB/rh  
Attachment

To: Virg Bernero, Mayor

From: Angie Bennett, Finance Director

Subject: Resolution— Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2010 Distribution

Date: July 26, 2013

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Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

**Attachments**

BY THE COMMITTEE ON WAYS AND MEANS  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, The Lansing Office of Emergency Management receives Federally-funded grant dollars, Emergency Management Performance Grant (EMPG), to pay for a percentage of the program Coordinators Salary and Fringe benefits; and

WHEREAS, The supplemental 2010 distribution EMPG grant is a hand down grant to the State of Michigan and is awarded to Emergency Management programs within the State of Michigan annually; and

WHEREAS, The supplemental EMPG grant is designed to provide federal EMPG funds to the sub grantee for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in time of disaster or emergency; and

WHEREAS, the supplemental EMPG awards of \$5664.00 for the salary of the Emergency Management coordinator

WHEREAS, The State of Michigan award of \$5664.00 requires no local match or additional funding; and

WHEREAS, the supplemental EMPG grant will fund a percentage of the compensation of the Emergency Management program coordinator's salary and fringe benefits;

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the supplemental EMPG grant in the total amount of \$5664.00 for the grant to fund a percentage of the Emergency Management program coordinators salary; and

BE IT FINALLY RESOLVED, The Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

## BUDGET TRANSFER

FY2013

Prepared by: TAW  
Transfer #

☐ Administrative    ☒ Appropriations  
☐ Executive    ☐ Change of Intent  
☒ Personnel    ☐ Other Costs    ☐ Equipment  
☐ Capital Projects    ☐ Debt Service    ☐ Operating Transfer

Returned to Department for signature on: 7/24/13

TRANSFER FROM: STATE/FEDERAL PROGRAM  
273 FUND – EMERGENCY MANAGEMENT PREPAREDNESS GRANT (EMPG) FY 10

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.528000.15800	Federal Funds	\$ 5,664.00	\$ NA	7/24/13
			\$ 0.00		
			\$ 0.00		
		Total	\$ 5,664.00		

EXPLANATION: Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has identified available funds for supplemental distribution to local programs under the Fiscal Year 2010 EMPG program. Previous reimbursement \$52,680.00. Supplemental Distribution \$5,664.00. Total \$58,344.00.

TRANSFER TO: STATE/FEDERAL PROGRAM  
273 FUND – EMERGENCY MANAGEMENT PREPAREDNESS GRANT (EMPG) FY 10

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343580.702000.15800	Salaries	\$ 3,348.00	\$ 0.00	7/24/13
	273.343580.715000.15800	Fringe Benefits	\$ 2,316.00	\$ 0.00	7/24/13
			\$ 5,664.00		

EXPLANATION: As described above.

The proposed transfer x has not resulted from or will not result in a material change in scope of services.  
 \_\_\_ represents a material change in scope of services.

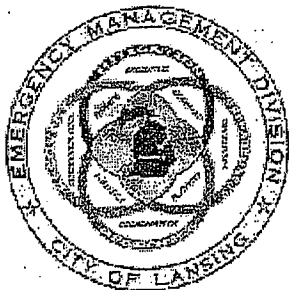
REQUESTED BY: \_\_\_\_\_  
Department Director

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_  
Executive Assistant to Mayor

DATE: \_\_\_\_\_

Approved by Ways & Means \_\_\_\_\_ Approved by Council: \_\_\_\_\_ Resolution # \_\_\_\_\_



LANSING FIRE DEPARTMENT  
OFFICE OF EMERGENCY MANAGEMENT

815 Marshall St.  
Lansing, Michigan 48912  
(517) 483-4186  
FAX (517) 483-7641  
[michael.hamel@lansing.gov](mailto:michael.hamel@lansing.gov)



May 13, 2013

To: City of Lansing Mayor's office

From: City of Lansing Office of  
Emergency Management

Project: 2010-2011 Emergency Management  
Performance Grant supplemental funding

Dear Mayor Bernero:

Enclosed you will find two Contracts from the State of Michigan for our 2010 and 2011 Emergency management Performance Grant (EMPG) supplemental funding. This grant provides grant dollars towards the salary of the City of Lansing Office of Emergency Management coordinator. The purpose of this grant is to support Emergency Management programs across the state. The City of Lansing is awarded \$5664 (2010) and \$17,278 (2011) supplemental dollars under this EMPG grant. As the contract dictates this is supplemental dollars that the State has given to each program within Michigan.

Attached you will also find the resolution for council consideration and action and information from the State of Michigan regarding the 2010-2011 Supplemental EMPG grant dollars.

Thank you for your time

Michael R. Hamel

Office Of Emergency Management  
(517) 483-4186



STATE OF MICHIGAN

DEPARTMENT OF STATE POLICE  
LANSING

RICK SNYDER  
GOVERNOR

COL. KRISTE KIBBEY ETUE  
DIRECTOR

March 11, 2013

Chief Michael R. Hamel, Program Manager  
Lansing City Emergency Services  
815 Marshall Street  
Lansing, MI 48912

Dear Chief Hamel:

Re: Fiscal Year 2010 Emergency Management Preparedness Grant (EMPG)  
Grant Number: 2010-EP-00-0002

This letter is being sent to inform you that the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has identified available funds for supplemental distribution to local programs under the Fiscal Year 2010 Emergency Management Preparedness Grant (EMPG) program. The identified available funds are the result of procurement issues, and unfilled positions within MSP/EMHSD during the performance period of the FY 2010 grant.

The initial funding allocation for this grant was based on 37.9470% of the estimated budget submitted by each local program for the salary, overtime and associated fringe benefits for one program manager. In Fiscal Year 2010, the EMPG program had a 50% cost match requirement (cash or in-kind) as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Public Law 93-288), as amended, 42 USC 5121-5207. Specifically, Title VI, sections 611(j) and 614. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

Based on the total amount identified as available for distribution, the percentage used for calculating this one-time supplemental funding allocation is 42.02683%. Future allocations will not be based on this percentage. To ensure the local match requirement of 50% is met, the amended percentage of 42.02683% has been applied to the total amount of allowable costs submitted for reimbursement under the FY 2010 EMPG grant. The amount that your local program will receive is the difference between the total amount of actual reimbursements using the initial percentage (37.9470%) and what the total amount of reimbursements would have been using the revised percentage (42.02683%). A table detailing this calculation follows.

<b>FY 2010 EMPG Program Manager Costs Submitted:</b>	\$	138,825.00
Funding Allocation at 37.9470%:	\$	52,680.00
Revised Funding Allocation at 42.02683%:	\$	58,344.00
Total Allowable Costs Submitted for Reimbursement -FY 2010 EMPG	\$	219,073.18
Actual Reimbursements: (37.9470% up to maximum allocation)	\$	52,680.00
Revised Reimbursement Amount: (based on 42.02683% up to maximum allocation)	\$	58,344.00
<b>Supplemental Amount Due to Local:</b>	\$	5,664.00

All conditions detailed within the existing grant agreement for the Fiscal Year 2010 EMPG grant program will apply to this supplemental payment.

In order to receive this supplemental payment, please sign as indicated below and return one copy as follows:

Michigan State Police, Emergency Management and Homeland Security Division  
Ms. Jodie Frese  
Financial Section  
4000 Collins Road  
Lansing, Michigan 48910

The individual or officer signing this letter certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the jurisdiction he or she represents

If you have any questions, please do not hesitate to contact Ms. Penny Burger, Financial Section Manager, at 517-333-5046 or by e-mail at [burger@michigan.gov](mailto:burger@michigan.gov).

**For the Chief Elected Official:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Local Emergency Program Manager:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Subgrantor (Michigan State Police, Emergency Management and Homeland Security Division)**

Chris A. Kelenske, Captain  
\_\_\_\_\_  
Printed Name

Deputy State Director of Emergency  
Management and Homeland Security  
\_\_\_\_\_  
Title

Chris A. Kelenske  
\_\_\_\_\_  
Signature

3/11/13  
\_\_\_\_\_  
Date



## INFORMATION REGARDING GRANT

REFERRAL DATE: July 29, 2013

GRANT NAME: Emergency Management Performance Grant (EMPG) 2010-EP\_00-0002

DEPARTMENT: Lansing Fire Department Office of Emergency Management

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Michael R. Hamel

APPLICATION DATE: Annual

AWARD DATE: March 12, 2013

FUND AMOUNT: \$17,278

CITY MATCH (IF APPLICABLE): 0

GRANT CYCLE: 2011 EMPG Supplemental Funds

Check One: Annual

☐

One-Time

☒

GRANT PAYS FOR:

GOODS & SERVICES \_\_\_\_\_

PERSONNEL \$17,278

CONSTRUCTION \_\_\_\_\_

LAND \_\_\_\_\_

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

EMPG is an annual grant that pays approximately 31% of the City of Lansing Emergency Management Coordinators salary. This grant is supplemental dollars that the State of Michigan has identified and given to Emergency Managers across the state of Michigan

~~XV~~ 16 v.ii



**OFFICE OF THE MAYOR**

9th Floor, City Hall  
124 W. Michigan Avenue  
Lansing, Michigan 48933-1694  
(517) 483-4141 (voice)  
(517) 483-4479 (TDD)  
(517) 483-6066 (Fax)

Virg Bernero, Mayor

TO: City Council President Carol Wood and Council Members

FROM: Mayor Virg Bernero

DATE: July 26, 2013

RE: Resolution—Budget Transfer and Grant Acceptance — Emergency Management  
Performance Grant (EMPG)— Supplemental 2011 Distribution

---

The attached correspondence is forwarded for your review and appropriate action.

VB/rh  
Attachment

To: Virg Bernero, Mayor

From: Angie Bennett, Finance Director

Subject: Resolution—Budget Transfer and Grant Acceptance — Emergency Management Performance Grant (EMPG)— Supplemental 2011 Distribution

Date: July 26, 2013

---

Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

**Attachments**

BY THE COMMITTEE ON WAYS AND MEANS  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, The Lansing Office of Emergency Management receives Federally-funded grant dollars, Emergency Management Performance Grant (EMPG), to pay for a percentage of the program Coordinators Salary and Fringe benefits; and

WHEREAS, The supplemental 2011 distribution EMPG grant is a hand down grant to the State of Michigan and is awarded to Emergency Management programs within the State of Michigan annually; and

WHEREAS, The supplemental EMPG grant is designed to provide federal EMPG funds to the sub grantee for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in time of disaster or emergency; and

WHEREAS, the supplemental EMPG awards \$17,278.00 for the salary of the Emergency management coordinators

WHEREAS, The State of Michigan award of \$17,278.00 requires no local match or additional funding; and

WHEREAS, the supplemental EMPG grant will fund a percentage of the compensation of the Emergency Management program coordinator's salary and fringe benefits;

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the supplemental EMPG grant in the total amount of \$17,278.00 for the grant to fund a percentage of the Emergency Management program coordinators salary; and

BE IT FINALLY RESOLVED, The Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

# BUDGET TRANSFER

TWO  
FY2013

Prepared by : TAW  
Transfer # \_\_\_\_\_

☐ Administrative    ☒ Appropriations  
☐ Executive       ☐ Change of Intent  
☒ Personnel       ☐ Other Costs    ☐ Equipment  
☐ Capital Projects    ☐ Debt Service    ☐ Operating Transfer

Returned to Department for signature on: 7/24/13

TRANSFER FROM: STATE/FEDERAL PROGRAM  
273 FUND - EMERGENCY MANAGEMENT PREPAREDNESS GRANT (EMPG) FY '11

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.0.528000.15801	Federal Funds	\$ 17,278.00	\$ NA	7/24/13
			\$ 0.00		
			\$ 0.00		
		Total	\$ 17,278.00		

EXPLANATION: Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has identified available funds for supplemental distribution to local programs under the Fiscal Year 2011 EMPG program. Previous reimbursement \$51,120.00. Supplemental Distribution \$17,278.00. Total \$68,398.00.

TRANSFER TO: STATE/FEDERAL PROGRAM  
273 FUND - EMERGENCY MANAGEMENT PREPAREDNESS GRANT (EMPG) FY 11

Order	Account Number(s)	Title	Request	Available Balance	as of:
	273.343580.702000.15801	Salaries	\$ 10,214.00	\$ 0.00	7/24/13
	273.343580.715000.15801	Fringe Benefits	\$ 7,064.00	\$ 0.00	7/24/13
			\$ 17,278.00		

EXPLANATION: As described above.

The proposed transfer x has not resulted from or will not result in a material change in scope of services.  
 \_\_\_\_\_ represents a material change in scope of services.

REQUESTED BY: \_\_\_\_\_  
Department Director

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_  
Executive Assistant to Mayor

DATE: \_\_\_\_\_

Approved by Ways & Means \_\_\_\_\_ Approved by Council: \_\_\_\_\_ Resolution # \_\_\_\_\_



LANSING FIRE DEPARTMENT  
OFFICE OF EMERGENCY MANAGEMENT

815 Marshall St.  
Lansing, Michigan 48912  
(517) 483-4186  
FAX (517) 483-7641  
michael.hamel@lansing.gov



May 13, 2013

To: City of Lansing Mayor's office

From: City of Lansing Office of  
Emergency Management

Project: 2010-2011 Emergency Management  
Performance Grant supplemental funding

Dear Mayor Bernero:

Enclosed you will find two Contracts from the State of Michigan for our 2010 and 2011 Emergency management Performance Grant (EMPG) supplemental funding. This grant provides grant dollars towards the salary of the City of Lansing Office of Emergency Management coordinator. The purpose of this grant is to support Emergency Management programs across the state. The City of Lansing is awarded \$5664 (2010) and \$17,278 (2011) supplemental dollars under this EMPG grant. As the contract dictates this is supplemental dollars that the State has given to each program within Michigan.

Attached you will also find the resolution for council consideration and action and information from the State of Michigan regarding the 2010-2011 Supplemental EMPG grant dollars.

Thank you for your time

Michael R. Hamel

Office Of Emergency Management  
(517) 483-4186



STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LANSING

COL. KRISTE KIBBEY ETUE  
DIRECTOR

RICK SNYDER  
GOVERNOR

March 12, 2013

Chief Michael R. Hamel, Program Manager  
Lansing City Emergency Services  
815 Marshall Street  
Lansing, MI 48912

Re: Fiscal Year 2011 Emergency Management Preparedness Grant (EMPG)  
Grant Number: EMW-2011-EP-00044-S01

Dear Chief Hamel:

This letter is being sent to inform you that the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) has identified available funds for supplemental distribution to local programs under the Fiscal Year 2011 Emergency Management Preparedness Grant (EMPG) program. The identified available funds are the result of procurement issues, and unfilled positions within MSP/EMHSD during the performance period of the FY 2011 grant.

The initial funding allocation for this grant was based on 36.823212% of the estimated budget submitted by each local program for the salary, overtime and associated fringe benefits for one program manager. In Fiscal Year 2011, the EMPG program had a 50% cost match requirement (cash or in-kind) as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Public Law 93-288), as amended, 42 USC 5121-5207. Specifically, Title VI, sections 611(j) and 614. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

Based on the total amount identified as available for distribution, the percentage used for calculating this one-time supplemental funding allocation is 49.26920%. Future allocations will not be based on this percentage. To ensure the local match requirement of 50% is met, the amended percentage of 49.26920% has been applied to the total amount of allowable costs submitted for reimbursement under the FY 2011 EMPG grant. The amount that your local program will receive is the difference between the total amount of actual reimbursements using the initial percentage (36.823212%) and what the total amount of reimbursements would have been using the revised percentage (49.26920%). A table detailing this calculation follows.

<b>FY 2011 EMPG Program Manager Costs Submitted:</b>	\$	138,825.00
Funding Allocation at 36.823212%:	\$	51,120.00
Revised Funding Allocation at 49.26920%:	\$	68,397.97
Total Allowable Costs Submitted for Reimbursement -FY 2011 EMPG	\$	163,626.99
Actual Reimbursements: (36.823212% up to maximum allocation)	\$	51,120.00
Revised Reimbursement Amount: (based on 49.26920% up to maximum allocation)	\$	68,398.00
<b>Supplemental Amount Due to Local:</b>	\$	17,278.00

All conditions detailed within the existing grant agreement for the Fiscal Year 2011 EMPG grant program will apply to this supplemental payment.

In order to receive this supplemental payment, please sign as indicated below and return one copy as follows:

Michigan State Police, Emergency Management and Homeland Security Division  
Ms. Jodie Frese  
Financial Section  
4000 Collins Road  
Lansing, Michigan 48910

The individual or officer signing this letter certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the jurisdiction he or she represents

If you have any questions, please do not hesitate to contact Ms. Penny Burger, Financial Section Manager, at 517-333-5046 or by e-mail at [burger@michigan.gov](mailto:burger@michigan.gov).

**For the Chief Elected Official:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Local Emergency Program Manager:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For the Subgrantor (Michigan State Police, Emergency Management and Homeland Security Division)**

Chris A. Kelenske, Captain  
\_\_\_\_\_  
Printed Name

Deputy State Director of Emergency  
Management and Homeland Security  
\_\_\_\_\_  
Title

Chris A. Kelenske  
\_\_\_\_\_  
Signature

3/12/13  
\_\_\_\_\_  
Date





## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: \_\_\_\_\_

GRANT NAME: South Lansing Pathway (Phases II and III) TE/TAP grants

DEPARTMENT: Public Service

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Andy Kilpatrick Andrew.kilpatrick@lansingmi.gov x4248

APPLICATION DATE: Multiple: Fall 2012 through Spring 2013

AWARD DATE: 7/8/2013

FUND AMOUNT: \$750,586 TE, \$ 372,319 TA

CITY MATCH (IF APPLICABLE): 18.15% up to \$249,001

GRANT CYCLE: Federal FY 2013

Check One: Annual

☐

One-Time

☒

GRANT PAYS FOR: Construction of Non-Motorized Path

GOODS & SERVICES \_\_\_\_\_

PERSONNEL \_\_\_\_\_

CONSTRUCTION \$ 1,371,906

LAND \_\_\_\_\_

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The purpose of the grants is for the construction of a non-motorized pathway along the Consumers Energy utility corridor from Waverly Road to Pennsylvania Avenue. The grants may be used for construction only.

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Virg Bernero, Mayor

**OFFICE OF THE MAYOR**

9th Floor, City Hall  
124 W. Michigan Avenue  
Lansing, Michigan 48933-1694  
(517) 483-4141 (voice)  
(517) 483-4479 (TDD)  
(517) 483-6066 (Fax)

TO: City Council President Carol Wood and Council Members

FROM: Mayor Virg Bernero

DATE: July 26, 2013

RE: Resolution—Grant Acceptance—MDOT Transportation Enhancement and Local  
Transportation Alternatives Program Grant

---

The attached correspondence is forwarded for your review and appropriate action.

VB/rh  
Attachment

To: Virg Bernero, Mayor

From: Mitch Whisler – Assistant City Engineer

Subject: CITY COUNCIL AGENDA ITEM - MDOT Transportation Enhancement and Local  
TAP grant acceptance

Date: July 16, 2013

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**This grant acceptance resolution is time sensitive and must receive Council approval by mid-August to meet requirements of the grant and receive funding obligation.** Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call 483.4249.

**Attachments**

BY THE COMMITTEE ON WAYS AND MEANS  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Public Service Department of the City of Lansing received Conditional Commitment letter from the Michigan Department of Transportation of our selection to receive a Federal Transportation Enhancement Activities and a Federal Local Transportation Alternatives Program grant totaling up to \$1122905 in federal funds for the South Lansing Pathway project (phase 2 and 3); and

WHEREAS, the local match is \$372,319 or 18.15% of the total estimated project cost of \$1,371,906; and

WHEREAS, the project includes the construction of approximately 3.5 miles of asphalt pathway south of Jolly along a Consumers Energy corridor from Waverly Road to Pennsylvania Avenue; and

WHEREAS, the project also includes the conversion of Pleasant Grove Road from four lanes to three lanes with bike lanes between Jolly Road and Martin Luther King, Jr. Blvd.; and

WHEREAS, the Public Service Department is requesting acceptance of the TEA/TA grant; and

WHEREAS, the proposed enhancements are identified in the City of Lansing's Non-motorized Plan; and

WHEREAS, the City of Lansing recognizes the importance of the continued maintenance of these and other enhancements and has committed to implementing a maintenance plan/program over the design life of the facility constructed with the traffic enhancement funding and has budgeted specific monies to ensure the continued maintenance of the enhancements; and

WHEREAS, Mitchell Whisler, a staff engineer for the Public Service Department, will act as the agent on behalf of the South Lansing Pathway project; and

WHEREAS, Chad A. Gamble, P.E., Director of Public Service and Chief Operations Officer is authorized to sign a project agreement upon receipt of a funding award; and

WHEREAS, the Administration and the City Council recognize the importance and need for safe, alternate modes of transportation for all users;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves acceptance of the Michigan Department of Transportation Enhancement grant and Local Transportation Alternatives Program grant for the purposes of funding of environmental, aesthetic, and safety related improvements to the South Lansing Pathway corridor;

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.





## Grant Summary

Date: 07/08/2013

Page: 2 of 2

### Nonmotorized Funding Condition

This project must be designed and constructed in accordance with the standards in the American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities, 2012 edition. The standards for off-road trails include a minimum 10' width with a minimum of 2' clear zone on each side. The standards for bridges or boardwalks include a minimum 14' width between rub rails. For roadways with no curb and gutter, the standards for on-road paved shoulders include a minimum 4' width facility on each side of the road. If parking is permitted, the standards for bike lanes include a minimum width of 5'. The project must also be designed and constructed in accordance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).

### Funding Condition

Transportation Enhancement (TE) and Transportation Alternatives Program (TAP) funding are conditional upon the items mentioned in the correspondence from the MDOT Office of Economic Development conveying the conditional commitment, supporting documentation, as well as fund availability. Federal transportation funding could be subject to Congressional approval of a rescission, reducing or eliminating the remaining unobligated funds. The amount of TE and TAP funding that Congress has authorized for expenditure is provided on a first come, first served basis to the projects that have completed the steps necessary to request federal fund authorization from the Federal Highway Administration. These steps typically include submitting completed plans, a cost estimate, specifications, and obtaining all necessary permits, clearances, an executed agreement, and matching funds.

### Important Note on Federal TE and TAP Funding

Federal TE or TAP funds shall be applied to the eligible items of the total participating project cost up to the lesser of: (1) the TE grant amount, or (2) an amount such that 80 percent, the maximum federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. The balance of the participating project cost, after deduction of TE or TAP Funds, shall be the responsibility of the grant applicant. All of the non-participating cost shall be the responsibility of the grant applicant. In addition to the limits mentioned above, TE or TAP funds are capped at the applicable low bid amount and shall not be applied to any extra construction costs or construction over-runs; these costs shall be the responsibility of the grant applicant.



## Grant Summary

Date: 07/08/2013

Page: 1 of 1

Grant Type: Transportation Enhancement

Grant Number: 2012044

Section	Applicant	Description (rpt)	Current Grant Amount	Total Match	Grant Percentage	Status	Grant Year
01	Lansing	South Lansing Pathway (Phases 2 & 3)	\$750,586.00	\$166,440.27	81.85%	Proposed	2013
Total:			\$750,586.00	\$166,440.27			

### Section Grant Section Description

01 MDOT TE PROJECT FY 2013

The City of Lansing will construct both Phase 2 and Phase 3 of the South Lansing Pathway, together consisting of 3 miles of east-west trail along Consumers Energy's utility corridor located south of Jolly Road between Waverly Road and Pennsylvania Avenue. The project will connect to Phase 1 on the east end. Phase 1 is separately funded by CMAQ. The project will also involve restriping 1.3 miles of Pleasant Grove Road to provide bike lanes from Jolly Road to Martin Luther King, Jr. Boulevard (MLK). This will complete the bike lanes along the entire length of Pleasant Grove Road and will connect Pleasant Grove Road to the bike lanes proposed to be installed on Mt. Hope Avenue in conjunction with the Moores River Drive and Waverly Road Regional Network Connection project and to the undesignated bike lanes on Edgewood Boulevard at MLK. The trail will link the south central business core to both the Lansing River Trail and the Delhi North Trail Connector, as well as to the bike lanes on Cavanaugh Road. Pedestrian signals and rapid rectangular flashing beacons or HAWK signals will be included. ADA ramps, truncated domes, and striped crossings will be installed throughout the project to comply with ADA standards for nonmotorized facilities. This is part of a larger south Lansing project to undertake a Complete Streets approach by addressing school routes, nonmotorized needs and transit access. Phases 2 and 3 will be constructed as one project with one set of common project limits. The total project cost (for Phases 2 and 3 together) is \$1,371,906 with \$372,319 in Tri-County federal TAP funds, and \$750,586 in federal TE funds, and \$249,001 in match from the City of Lansing.

### Job Phase Summary

Section	Job/Phase	Est Grant Amount	Auth Grant Amount	CTD Grant Amount	Route	Work Description	Location Description	Financial Stage/Status	FinSys
01	118212(A)	\$750,586.00			South Lansing Pathway	Nonmotorized Path and Bike Lanes	Waverly Rd. to Pennsylvania Ave., City of Lansing	New / Requesting	STE
Total:		\$750,586.00							



XV16 iv



Virg Bernero, Mayor

**OFFICE OF THE MAYOR**

9th Floor, City Hall  
124 W. Michigan Avenue  
Lansing, Michigan 48933-1694  
(517) 483-4141 (voice)  
(517) 483-4479 (TDD)  
(517) 483-6066 (Fax)

TO: City Council President Carol Wood and Council Members

FROM: Mayor Virg Bernero

DATE: July 26, 2013

RE: Resolution—Authorizing Financing Under Act 99—Funding for Recycling Carts and Trucks

---

The attached correspondence is forwarded for your review and appropriate action.

VB/rh  
Attachment

To: Virg Bernero, Mayor

From: Angie Bennett, Finance Director

Subject: Resolution—Authorizing Financing Under Act 99—Funding for Recycling Carts and Trucks

Date: July 25, 2013

---

Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

**Attachments**

City of Lansing  
Counties of Ingham and Eaton, State of Michigan

RESOLUTION APPROVING FINANCING UNDER  
ACT 99, PUBLIC ACTS OF MICHIGAN, 1933  
RECYCLING CARTS AND TRUCKS

A RESOLUTION TO AUTHORIZE:

- Up to \$3,400,000 of installment purchase financing for recycling carts and trucks.
- Interim Finance Director to negotiate financing.

WHEREAS, the City of Lansing (the "City") determines it to be necessary for the public health, safety and welfare of the City and its residents and employees to acquire approximately 38,000 new wheeled recycling carts and 5 new recycling trucks with automated pickup arms (the "Property") at a total estimated cost of not-to-exceed \$3,400,000; and

WHEREAS, under the provisions of Act 99, Public Acts of Michigan, 1933, as amended ("Act 99"), the City Council is authorized to enter into any contracts or agreements for the purchase of real or personal property for public purposes, to be paid for in installments over a period not to exceed the useful life of the property acquired, as determined by resolution of the City Council, or 15 years, whichever is less; and

WHEREAS, the City Council wishes to authorize the Interim Finance Director (the "Authorized Officer") to negotiate the installment purchase financing of the Property without the necessity of the City Council taking further action.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Authorized Officer is hereby authorized to negotiate one or more installment purchase agreements or contracts with the sellers of the Property and a bank or other financial institution, in substantially the form as she shall, in consultation with counsel, determine to be appropriate. Principal payable pursuant to the installment purchase agreements or contracts shall be payable over a period to be determined by the Authorized Officer but in any event not to exceed the useful life of the Property set forth in Section 2 of this Resolution. The net interest cost payable under the installment purchase agreements or contracts shall not exceed 5.00% per annum, and the aggregate principal amount to be paid by the City under the installment purchase agreements or contracts shall not exceed \$3,400,000.

2. The useful life of the recycling carts is hereby determined to be not less than 9 years. The useful life of the recycling trucks is hereby determined to be not less than 8 years. The acquisition of the Property and the approval of the installment purchase agreements or contracts hereby are found and declared to be for a valid public purpose and in the best interest of the health and welfare of the residents of the City.

3. The City hereby agrees to include in its budget for each year a sum which will be sufficient to pay the principal of and the interest coming due under the installment purchase agreements or contracts before each following fiscal year. In addition, the City hereby pledges to levy, if necessary, ad valorem taxes on all taxable property in the City each year in an amount necessary to make its debt service payments under the installment purchase agreements or contracts, subject to applicable constitutional, statutory and charter tax rate limitations.

4. The Authorized Officer is hereby directed and authorized to execute and deliver the installment purchase agreements or contracts in final form, and to execute and deliver such additional documentation as shall be necessary to effectuate the closing contemplated by the installment purchase agreements or contracts and the assignment thereof, including requisition certificates (if provided by the form of installment purchase agreement or contract) providing payment to the sellers of the Property upon delivery of any portion of the Property or for reimbursement of previously appropriated or advanced costs.

5. The Authorized Officer is hereby authorized to make all administrative transfers necessary to implement this resolution, including current fiscal year debt service account, and to establish appropriate construction and financing accounts.

6. The City covenants that, to the extent permitted by law, the City shall take all actions within its control necessary to maintain the exclusion of the interest component of the payments due under the installment purchase agreements or contracts from adjusted gross income for general federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Internal Revenue Code") including but not limited to, actions relating to the rebate of arbitrage earnings, if applicable.

7. The City hereby makes the following declaration of intent for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code:

(a) The City reasonably expects to reimburse itself with proceeds of debt to be incurred by the City for the expenditures made to pay certain costs associated with the Property which were or will be paid subsequent to sixty (60) days prior to the date hereof from the general funds or capital fund of the City.

(b) As of the date hereof, the maximum principal amount of debt expected to be issued for reimbursement purposes, including reimbursement of debt issuance costs, is \$3,400,000, which debt may be issued in one or more series and/or together with debt for other purposes.

(c) A reimbursement allocation of the expenditures described in paragraph (a) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Property is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Property to reimburse the City for a capital expenditure made pursuant to this Resolution.

(d) The expenditures for the Property are "capital expenditures" as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of "placed in service" under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(e) No proceeds of the borrowing paid to the City in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in (c) above.

8. The City hereby requests that Miller, Canfield, Paddock and Stone, P.L.C. continue to serve the City as bond counsel for this financing, notwithstanding the potential concurrent representation of any other participant in the financing in matters not related to this financing. The City recognizes that Miller, Canfield, Paddock and Stone, P.L.C. has represented from time to time, and currently represents, various banks, financial institutions, underwriters, contractors, vendors, and other potential participants in this financing for matters not related to this financing.

9. The Authorized Officer is hereby authorized to retain a financial consultant to assist the City in preparation and planning for this financing.

10. In the event that the Authorized Officer is not available to undertake responsibilities delegated to her under this resolution, then the Chief Operating Officer, Mayor, or other officer of the City designated by the Authorized Officer, Chief Operating Officer, or Mayor is authorized to take such actions. The Authorized Officer, Chief Operating Officer, Mayor, City Clerk, or any of them, are hereby severally authorized to execute and deliver the installment purchase agreements or contracts in final form. The officers, administrators, agents and attorneys of the City are authorized and directed to execute and deliver all other agreements, documents and certificates, to use monies legally available to the City to pay any costs necessary to accomplish negotiation and execution of the installment purchase agreements or contracts, and to take all other actions necessary to complete the financing transaction contemplated by this Resolution.

11. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Lansing, Counties of Ingham and Eaton, State of Michigan, at a \_\_\_\_\_ meeting held on \_\_\_\_\_, \_\_\_\_\_, 2013 at \_\_\_\_:\_\_\_\_ o'clock p.m., prevailing Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that the following Members were present at said meeting:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ and that the following  
Members \_\_\_\_\_ were \_\_\_\_\_ absent:

I further certify that Member \_\_\_\_\_ moved for adoption of said resolution and that Member \_\_\_\_\_ supported said motion.

I further certify that the following Members voted for adoption of said resolution:

\_\_\_\_\_  
\_\_\_\_\_ and that the following  
Members \_\_\_\_\_ voted \_\_\_\_\_ against \_\_\_\_\_ adoption \_\_\_\_\_ of \_\_\_\_\_ said \_\_\_\_\_ resolution:

\_\_\_\_\_  
City Clerk